

**DIVISION OF PUBLIC SCHOOL ACADEMIC FACILITIES AND  
TRANSPORTATION**

**SCHOOL SELF CONSTRUCTION PROCESS INFORMATION**

\_\_\_\_\_  
**SCHOOL DISTRICT**

\_\_\_\_\_  
**COUNTY**

\_\_\_\_\_  
**PROJECT**

**Self Construction Information**

This form applies to all maintenance, repair, and new construction projects that exceed \$20,000. To include but not limited to; academic facilities, athletic facilities, non-academic facilities, support and administration facilities.

1. Provide the date that the school board voted to self-construct the project. \_\_\_\_\_
2. What method of self-construction does the district plan to use for the project?  
\_\_\_\_ District personnel  
\_\_\_\_ District will serve as their own general contractor  
\_\_\_\_ District will serve as their own general contractor and employ a construction manager  
\_\_\_\_ A combination of these approaches
3. Has the district used the self-construction process on projects in the past? Yes \_\_\_\_ No \_\_\_\_
4. If yes to question #3, provide the date(s) that the district used the self-construction process.  
\_\_\_\_\_  
\_\_\_\_\_
5. By our respective signatures below, we certify that we are duly authorized to legally bind the above-mentioned school district, and that we have read the *Arkansas Department of Education Rules and Regulations Identifying and Governing Self-Construction Projects by Public Education Entities*, and are in compliance with such rules and regulations, and further certify that the above-mentioned school district will:
  - 1) Have the plans drafted by an appropriate design professional;
  - 2) Submit final plans to the proper agencies for approval; and
  - 3) Follow all applicable Arkansas statutes concerning commodities purchasing requirements, bidding requirements, and licensing requirements.

\_\_\_\_\_  
**SIGNATURE OF SUPERINTENDENT OF SCHOOLS**

\_\_\_\_\_  
**DATE**

\_\_\_\_\_  
**SIGNATURE OF SCHOOL BOARD PRESIDENT**

\_\_\_\_\_  
**DATE**

Return form to:

Division of Public School Academic Facilities and Transportation  
One Capitol Mall, Suite 4D-200  
Little Rock, AR 72201